



**Washington State
Department of Transportation**
Paula J. Hammond, P.E.
Secretary of Transportation

Records and Information Services
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Olympia, WA 98504-7410

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August 23, 2012

Brandon Wieber
MuckRock News
Dept MR 1741
PO Box 55819
Boston MA 02205

Dear Mr. Wieber:

In accordance with the Public Disclosure Act, RCW 42.56, this letter acknowledges receipt of your request for records dated August 16, 2012, received and date stamped in this office on August 20, 2012 (Request Number PDR-12-1329), concerning:

- 1. Any requests for proposals, proposals submitted by vendors, contracts, budgets or cost allocations for the purchase and/or use of aerial drones, UAs, UAVs, and UASs (hereinafter "drones");*
- 2. Any policies, guidelines, manuals and/or instructions on department use of drones, including on the legal process required (such as a warrant or court order), if any, before operating a drone;*
- 3. Any departmental records concerning this department's use of drones now or plans to use drones in the future including:*
 - A. The types of investigations or instances in which this department is using or plans to use drones, or how it plans to support, manage or oversee the usage of drones by another department or office;*
 - B. Policies, guidelines, manuals and/or instructions on storage requirements or procedures for video or static images obtained through use of drones, including retention times;*
 - C. The altitude at which drones can or do fly;*
 - D. Drones' ability to carry weapons.*

Our procedure is to locate, review for exemptions, and prepare the records for your inspection and/or copies. We will respond to your request within 30 days.

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If you have any questions you may contact me at 360-705-7481.

Sincerely,

A handwritten signature in blue ink, appearing to be 'Cynthia Whaley', written over the word 'Sincerely,'.

Cynthia Whaley
HQ Public Disclosure Coordinator
Records & Information Services